

**University Medical Center  
of  
Southern Nevada**

**Request for Proposal  
2011-25**  
Trauma CT Scanner



**RFP  
2011-25**

**University Medical Center Of Southern Nevada**

**CONFIRMATION FORM  
for  
RECEIPT OF RFP NO. 2011-25  
Trauma CT Scanner**

If you are interested in this invitation, immediately upon receipt please fax this confirmation form to the fax number provided at the bottom of this page.

Failure to do so means you are not interested in the project and do not want any associated addenda mailed to you.

---

**VENDOR ACKNOWLEDGES RECEIVING THE FOLLOWING RFP DOCUMENT:**

PROJECT NO. RFP NO. 2011-25

DESCRIPTION: Trauma CT Scanner

**VENDOR MUST COMPLETE THE FOLLOWING INFORMATION:**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Area Code/Phone Number: \_\_\_\_\_

Area Code/Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**FAX THIS CONFIRMATION FORM TO: (702) 383-2609  
Or EMAIL TO: robert.maher@umcsn.com  
TYPE or PRINT CLEARLY**

UNIVERSITY MEDICAL CENTER OF SOUTHERN NEVADA

REQUEST FOR PROPOSAL

RFP NO. 2011-25

Trauma CT Scanner

UMC is looking to identify superior proposers to establish program pricing for Trauma CT Scanner used in the Surgical Services Department.

The RFP package is available as follows:

- Pick up - University Medical Center, Contracts Management Office, Trauma Center, 800 Rose Street, Suite 408, Las Vegas, Nevada 89106.
- By Electronic Mail or Mail – Please email a request to Contracts Management at [robert.maher@umcsn.com](mailto:robert.maher@umcsn.com) specifying project number and description. Be sure to include company address, phone and fax numbers, email address or call (702) 207-8846.
- Internet – Visit the Clark County website at [www.clarkcountynv.gov/purchasing](http://www.clarkcountynv.gov/purchasing). Click on “Contracting Opportunities”, scroll to bottom for UMC’s Opportunities and locate appropriate document in the list of current solicitations.

A **mandatory** Pre-Proposal Conference will be held on **September 29, 2011 at 1:00 p.m.**, at Trauma Center, 800 Rose St, Las Vegas, 4<sup>th</sup> Floor Conference Room H. This will be the only time permitted to view the room during the RFP process.

Proposals will be accepted at the University Medical Center address specified above on, or before, **October 20, 2011** at 2:00:00 p.m., based on the time clock at the UMC Contracts Management office. Proposals are time-stamped upon receipt.

---

PUBLISHED:  
Las Vegas Review Journal  
September 25, 2011

GENERAL CONDITIONS  
RFP NO. 2011-25  
Trauma CT Scanner

1. TERMS

The term "OWNER" or "UMC", as used throughout this document, will mean University Medical Center of Southern Nevada. The term "BCC" as used throughout this document will mean the Board of Hospital Trustees which is the Governing Body of OWNER. The term "PROPOSER" as used throughout this document will mean the respondents to this Request for Proposal. The term "RFP" as used throughout this document will mean Request for Proposal.

2. INTENT

UMC is looking to identify superior proposers to provide a turn-key operation to provide, install, train and maintain one (1) to two (2) CT Scanner(s). Proposers shall submit multiple options that will provide UMC the greatest flexibility and options when it comes to CT Scanners and maintenance.

3. SCOPE OF PROJECT

Background

University Medical Center of Southern Nevada, located in Las Vegas, Nevada, is a county-owned, acute-care hospital, organized under Nevada Revised Statute Chapter 450, with over 500 beds, a Level 1 Trauma Center, a Level 2 Pediatric Trauma Center and 10 urgent care clinics.

Purpose

The purpose of this RFP is to identify superior PROPOSER(s) to supply, install, train and maintain one (1) to two (2) new CT scanner(s) for the Trauma Center and main hospital. As a result of reviewing the proposals submitted, it is anticipated that UMC will negotiate a reasonable cost for the CT scanner requirements.

Expectations of Business Partner

UMC strives to provide exemplary service to its patients. UMC therefore has high expectations of its business partners. It is expected that the business partner will provide quality products and service at the lowest price available in the market, but just as important is the expectation that these products and services are provided in a manner that exhibits the highest level of ethics and professionalism. It is expected that, as a result of this relationship, the business partner will work with UMC to ensure that the agreement remains competitive with continual review of market conditions.

4. DESIGNATED CONTACTS

OWNER's representative will be Rob Maher, telephone number (702) 207-8846. This representative will respond to questions concerning the scope of work of this RFP. Questions regarding the selection process for this RFP may be directed to Rob Maher, Contracts Management, [robert.maher@umcsn.com](mailto:robert.maher@umcsn.com).

5. CONTACT WITH OWNER DURING RFP PROCESS

Communication between a PROPOSER and a member of the BCC or between a PROPOSER and a non-designated Owner contact regarding the selection of a proponent or award of this contract is prohibited from the time the RFP is advertised until the item is posted on an agenda for award of the contract. Questions pertaining to this RFP shall be addressed to the designated contact(s) specified in the RFP document. Failure of a PROPOSER, or any of its representatives, to comply with this paragraph may result in their proposal being rejected.

6. TENTATIVE DATES AND SCHEDULE

RFP Published in Las Vegas Review-Journal	September 25, 2011
<b>Mandatory Pre proposal conference</b>	<b>September 29, 2011</b>
Final Date to Submit Questions	October 5, 2011
Last Day for Addendums	October 10, 2011
<b>RFP Responses Due (2:00 pm)</b>	<b>October 20, 2011</b>
RFP Evaluations	October 2011
Finalists Selection	October 2011
Finalists Oral Presentations (if required)	October / November 2011
Final Selection & Contract Negotiations	October / November 2011
Award & Approval of the Final Contract	November / December 2011

7. METHOD OF EVALUATION AND AWARD

Since the service requested in this RFP is not considered to be a professional service, award will be in accordance with the provisions of the Nevada Revised Statutes, Chapter 332, Purchasing: Local Governments, Section 332.065.

The proposals may be reviewed individually by staff members through an ad hoc committee. The finalists may be requested to provide OWNER a presentation and/or an oral interview. The ad hoc staff committee may review the RFP's as well as any requested presentations and/or oral interviews to gather information that will assist in making the recommendation. OWNER reserves the right to award the contract based on objective and/or subjective evaluation criteria and price. This contract will be awarded on the basis of which proposal OWNER deems best suited to fulfill the requirements of the RFP. OWNER also reserves the right not to make an award if it is deemed that no single proposal fully meets the requirement of this RFP. OWNER reserves the right to make a multiple award if it is in the best interest of OWNER.

OWNER's mission is to provide the highest quality of care to its patients. For continuity of care and other reasons, OWNER will enter into an exclusive contract for each component described. (The exception is that an attending physician on OWNER's staff may request any physician to provide a specific procedure or consultation for a patient.) Once OWNER makes an initial selection, it will utilize required compliance considerations, and negotiate fair market value compensation for the services under the agreement. Based upon this process, OWNER will then negotiate a final contract(s) with PROPOSER and present the contract(s) to the BCC for approval.

8. SUBMITTAL REQUIREMENTS

The proposal submitted should not exceed 40 pages. Other attachments may be included with no guarantee of review.

**All proposals shall be on 8-1/2" x 11" paper bound with tabbed dividers labeled by evaluation criteria section to correspond with the evaluation criteria requested in Section 18.** The ideal proposal will be 2-hole punched at the top and bound with a binder clip. Double sided printing is accepted, flip on short edge. Binders or spiral binding is not preferred or required.

**PROPOSER shall submit one (1) clearly labeled original paper copy, seven (7) hardcopies of proposal and one (1) electronic copy of the entire proposal.** The electronic copy shall be on a CD-rom in either PDF or Microsoft Word 2007. The name of PROPOSER's firm shall be indicated on the cover of each proposal.

**All proposals must be submitted in a sealed envelope plainly marked with the name and address of PROPOSER and the RFP number and title.** No responsibility will attach to OWNER or any official or employee thereof, for the pre-opening of, post-opening of, or the failure to open a proposal not properly addressed and identified. FAXED OR EMAILED PROPOSALS ARE NOT ALLOWED AND WILL NOT BE CONSIDERED.

The following are detailed delivery/mailing instructions for proposals:

**General Conditions**

RFP No. 2011-25

Trauma CT Scanner

Hand Delivery

University Medical Center  
Materials Management  
Trauma Center Building  
800 Rose Street, Suite 409  
Las Vegas, Nevada 89106

U.S. Mail Delivery

University Medical Center  
Materials Management  
1800 West Charleston Blvd  
Las Vegas, Nevada 89102

Express Delivery

University Medical Center  
Materials Management  
800 Rose Street, Suite 409  
Las Vegas, Nevada 89106

RFP No. 2011-25  
Trauma CT Scanner

RFP No. 2011-25  
Trauma CT Scanner

RFP No. 2011-25  
Trauma CT Scanner

Regardless of the method used for delivery, PROPOSER(S) shall be wholly responsible for the timely delivery of submitted proposals.

Proposals are time-stamped upon receipt. Proposals submitted must be time-stamped to later than 2:00:00 p.m. on the RFP opening date. RFPs time-stamped after 2:00:00 p.m., based on the time clock at the UMC Contracts Management office will be recorded as late, remain unopened and be formally rejected. PROPOSERS and other interested parties are invited to attend the RFP opening.

**9. WITHDRAWAL OF PROPOSAL**

PROPOSER(S) may request withdrawal of a posted, sealed proposal prior to the scheduled proposal opening time provided the request for withdrawal is submitted to OWNER's representative in writing. Proposals must be re-submitted and time-stamped in accordance with the RFP document in order to be accepted.

No proposal may be withdrawn for a period of 90 calendar days after the date of proposal opening. All proposals received are considered firm offers during this period. PROPOSER's offer will expire after 90 calendar days.

If a PROPOSER intended for award withdraws their proposal, that PROPOSER may be deemed non-responsible if responding to future solicitations.

**10. REJECTION OF PROPOSAL**

OWNER reserves the right to reject any and all proposals received by reason of this request.

**11. PROPOSAL COSTS**

There shall be no obligation for OWNER to compensate PROPOSER(S) for any costs of responding to this RFP.

**12. ALTERNATE PROPOSALS**

Alternate proposals are defined as those that do not meet the requirements of this RFP. Alternate proposals will be considered.

**13. ADDENDA AND INTERPRETATIONS**

If it becomes necessary to revise any part of the RFP, a written addendum will be provided to all PROPOSER(S) in written form from OWNER's representative. OWNER is not bound by any specifications by OWNER's employees, unless such clarification or change is provided to PROPOSER(S) in written addendum form from OWNER's representative.

**14. PUBLIC RECORDS**

OWNER is a public agency as defined by state law, and as such, it is subject to the Nevada Public Records Law (Chapter 239 of the Nevada Revised Statutes). Under that law, all of OWNER's records are public records (unless otherwise declared by law to be confidential) and are subject to inspection and copying by any person. However, in accordance with NRS 332.061(2), a proposal that requires negotiation or evaluation by OWNER may not be disclosed until the proposal is recommended for award of a contract. PROPOSER(S) are advised that once a proposal is received by OWNER, its contents will become a public record and nothing contained in the proposal will be deemed to be confidential except proprietary information. PROPOSER(S) shall not include any information in their proposal that is proprietary in nature or that they would not want to be released to the public. Proposals must contain sufficient information to be evaluated and a contract written without reference to any proprietary information.

If a PROPOSER feels that they cannot submit their proposal without including proprietary information, they must adhere to the following procedure or their proposal may be deemed unresponsive and will not be recommended to the BCC for selection:

PROPOSER(S) must submit such information in a separate, sealed envelope labeled "Proprietary Information" with the RFP number. The envelope must contain a letter from PROPOSER's legal counsel describing the documents in the envelope, representing in good faith that the information in each document meets the narrow definitions of proprietary information set forth in NRS 332.025, 332.061 and NRS Chapter 600A, and briefly stating the reasons that each document meets the said definitions.

Upon receipt of a proposal accompanied by such a separate, sealed envelope, OWNER will open the envelope to determine whether the procedure described above has been followed.

Any information submitted pursuant to the above procedure will be used by OWNER only for the purposes of evaluating proposals and conducting negotiations and might never be used at all.

If a lawsuit or other court action is initiated to obtain proprietary information, a PROPOSER(S) who submits the proprietary information according to the above procedure must have legal counsel intervene in the court action and defend the secrecy of the information. Failure to do so shall be deemed PROPOSER's consent to the disclosure of the information by OWNER, PROPOSER's waiver of claims for wrongful disclosure by OWNER, and PROPOSER's covenant not to sue OWNER for such a disclosure.

PROPOSER(S) also agrees to fully indemnify OWNER if OWNER is assessed any fine, judgment, court cost or attorney's fees as a result of a challenge to the designation of information as proprietary.

15. PROPOSALS ARE NOT TO CONTAIN CONFIDENTIAL / PROPRIETARY INFORMATION

Proposals must contain sufficient information to be evaluated and a contract written without reference to any confidential or proprietary information. PROPOSER(S) shall not include any information in their proposal that they would not want to be released to the public. Any proposal submitted that is marked "Confidential" or "Proprietary," or that contains materials so marked, will be returned to PROPOSER and will not be considered for award.

16. COLLUSION AND ADVANCE DISCLOSURES

Pursuant to 332.165 evidence of agreement or collusion among PROPOSER(S) and prospective PROPOSER(S) acting to illegally restrain freedom of competition by agreement to bid a fixed price, or otherwise, shall render the offers of such PROPOSER(S) void.

Advance disclosures of any information to any particular PROPOSER(S) which gives that particular PROPOSER any advantage over any other interested PROPOSER(S), in advance of the opening of proposals, whether in response to advertising or an informal request for proposals, made or permitted by a member of the governing body or an employee or representative thereof, shall operate to void all proposals received in response to that particular request for proposals.

17. Contract Terms and Requirements

Preferred PROPOSER shall submit a sample contract upon owner's request. OWNER reserves the right to negotiate any and all terms of the standard agreement set forth by the PROPOSER. All final contracts are subject to review and approval by the Clark County District Attorney's Office.

18. EVALUATION CRITERIA

Proposals should mirror and contain the following requested information. Proposals shall be labeled and tabbed according to the numbering shown below.

**A. Organizational Information**

1. Provide your organization's name, address, internet URL (if any), telephone and fax numbers. Include the name, title, direct phone number and address, and E-mail address of the individual who will serve as your organization's primary contact.

2. Provide a brief description of your organization locally, statewide and nationally (if applicable).
3. List any other factor known to PROPOSER that could materially impair the ability of PROPOSER to carry out its duties and obligations under this Agreement or that could materially affect Owner's decision.
4. All PROPOSER(S) may indicate if they are a minority-owned business, women-owned business, physically-challenged business, small business, or a Nevada business enterprise.
5. List all firm demographics including:
  - a. Total number of employees
  - b. Total number of women employed
  - c. Total number of minorities employed
  - d. Total number of bilingual employees, indicate language(s) spoken
  - e. Total number of employees living in Las Vegas, Nevada area
6. Provide a copy of your company's most recent audited/certified financials. PROPOSERS(S) that fail to provide financial information may be deemed non-responsive.
7. Describe your company's customer support services that are available and provide information on a local or regional representative that will be assigned to UMC.

**B. Product Specifications**

1. Provide an overview and specifications of the proposed CT scanner that meets or exceeds the standards set in the statement of project.
2. Describe a comprehensive maintenance/repair plan that would provide all parts, materials and labor to cover the period after the warranty through the five (5) year mark.
3. Provide contacts (name, hospital name, phone number, e-mail address) from three (3) other hospitals that your company has installed the proposed CT scanner within the last two (2) years.
4. Provide an implementation plan identifying the approach and lead times for the procurement, installation and training of the scanner.
5. Discuss the upgrade capabilities for the proposed scanner(s).
6. Provide information on a trade-in value of a Philips 4 and 16 slice CT Scanners.
7. Provide a point of contact information for the nearest local representative and maintenance technicians.
8. Describe your company's parts management process to ensure spare parts are available to minimize down times.
9. Describe and prove that the proposed CT scanners are compatible with the McKesson's Electronic Medical Records system.

**C. Cost/Fee**

1. Contractors shall submit turn-key proposals, for each option list below, in Exhibit B. Pricing shall include an itemized breakdown to include the de-installation, disposal, purchase, installation, training and maintenance/repair for each option.
  - a. Option I – Propose a turn-key operation for one (1) new 64 slice, CT Scanner (Purchase, install, set-up, train and maintain) and propose the tear down, move and reinstall of a Philips 16 slice CT Scanner from the Trauma Center while tearing down and dispose of a Philips 4 Slice CT Scanner from the main hospital's Imaging Services department.



**General Conditions**

RFP No. 2011-25

Trauma CT Scanner

- b. Option II – Propose a turn-key operation for two (2) new 64 slice, CT Scanners (Purchase, install, set-up, train and maintain). One for the Trauma Center and one for the Imaging Services department. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.
  - c. Option III – Propose a turn-key operation for one (1) new 128 slice and one (1) new 64 slice CT Scanners (Purchase, install, set-up, train and maintain). The 128 slice for the Trauma Center and the 64 slice for the Imaging Services department. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.
  - d. Option IV – Propose a turn-key operation for one (1) new 64 slice and one (1) new 20 slice CT Scanners (Purchase, install, set-up, train and maintain). The 64 slice for the Trauma Center and the 20 slice for the Imaging Services department. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.
  - e. Option V – Contractors are permitted to come up with another option for consideration based on their best practices and expertise. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.
- 2. Fees shall include all parts, labor, materials, tools, travel and shipping charges.
  - 3. Please note that this pricing CANNOT be marked as confidential.
  - 4. All prices will be FOB Destination.

**D. Other**

Other factors PROPOSER determines appropriate which would indicate to OWNER that PROPOSER has the necessary capability, competence, and performance record to accomplish the project in a timely and cost-effective manner.

**19. Attachments**

Attachment #	Attachment Name	Number of Pages
Exhibit A	Scope of Project	2
Exhibit B	Cost/Price Schedule	1

**Exhibit A**

**SCOPE OF PROJECT**

**A. Overview**

1. Objective

a. UMC's looking for a contractor that can provide a turn-key operation to procure one (1) to two (2) new CT scanner(s) for the Trauma Center and/or the main hospital's Imaging Services Department. The proposer shall be responsible for dismantling the CT scanners already in place, Philips 4 and 16 slice CT scanners, with the option to reinstall the Philips 16 slice in the main hospital's Imaging Services department. The proposer shall be responsible for the entire project ensuring the new and/or reinstalled scanners are properly installed and operational. The contractor shall be required to provide all parts, labor, materials, and tools to procure, install, de-install, dispose, train and maintain a new CT scanner(s) that meets or exceeds the specifications listed below and disposes of the older systems as necessary.

2. Installation

a. Contractor shall install CT scanners according to the manufacturer's specifications. Any construction or installation shall be subject to the current seismic specifications.

3. Training

a. Contractor shall provide operational training to the Imaging Services staff.

4. Maintenance/Repair

a. Contractor shall be required to perform preventative, routine and emergency maintenance and repairs for five (5) years post installation. Contractor shall be responsible to all parts, materials, tools, labor, and transportation.

5. Compatibility

a. Each new CT scanner shall be compatible with the McKesson Electronic Medical Record system.

**B. Options**

1. Option I

a. Propose a turn-key operation for one (1) new 64 slice, CT Scanner (Purchase, install, set-up, train and maintain) and propose the tear down, move and reinstall of a Philips 16 slice CT Scanner from the Trauma Center while tearing down and dispose of a Philips 4 Slice CT Scanner from the main hospital's Imaging Services department.

2. Option II

a. Propose a turn-key operation for two (2) new 64 slice, CT Scanners (Purchase, install, set-up, train and maintain). One for the Trauma Center and one for the Imaging Services department. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.

3. Option III

a. Propose a turn-key operation for one (1) new 128 slice and one (1) new 64 slice CT Scanners (Purchase, install, set-up, train and maintain). The 128 slice for the Trauma Center and the 64 slice for the Imaging Services department. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.

4. Option IV

- a. Propose a turn-key operation for one (1) new 64 slice and one (1) new 20 slice CT Scanners (Purchase, install, set-up, train and maintain). The 64 slice for the Trauma Center and the 20 slice for the Imaging Services department. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.

5. Option V

- a. Contractors are permitted to come up with another option for consideration based on their best practices and expertise. The Proposal will also require the tear down and disposal of a Philips 4 and 16 slice CT scanners.

**C. CT Scanner Specifications**

	Trauma		Imaging Services	
	128 Slice	64 Slice	64 Slice	20 Slice
Bariatric table	x	x		
Air cooled system	x	x	x	x
Large gantry size	x	x		
2000mm scan length	x	x		
Fast rotation speed	x	x	x	x
Fast reconstruction speed	x	x	x	x
Scan options to expedite patients with multiple exams	x	x	x	x
Lower KV range for pediatric patients	x	x	x	x
Pitch ranges	x	x	x	x
Collimators options	x	x	x	x
3D software application	x	x	x	x
CTA software application	x	x	x	x
Dose reduction software for mA and KVp	x	x	x	x
Dose reduction monitoring and tracking applications	x	x	x	x
Real time display of images	x	x	x	x
Hard Drive size	x	x	x	x
Training onsite and offsite	x	x	x	x
Remote Diagnosis and Repair	x	x	x	x
Uninterrupted power supply (UPS) for both scanners	x	x	x	x

**Exhibit B**  
**Cost/Fee Schedule**

**To be filled in with contractor's cost/fee schedules for purchase and lease.**